

**RMCC Region 3
Executive Committee Meeting
Thursday, February 26, 2009**

Meeting Minutes

I. CALL TO ORDER

Attendees:

Sean Cloud, Chairman
Whitney Miller, Vice-Chair
Beth Jordan, Secretary
Nita Jernigan, EMS Consultant
Joel Dishroon, TCTCH
Tim Evans, Med-Trans
Dennis Jones, Sewanee EMS & University of the South

Absent:

Mika Douglas, Southern TN Medical Center
Danny Lawson, Bradley Co EMS
Deidre Suits, Skyridge Medical Center
Robin Marsh, Parkridge Medical Center
Winston Shields, Memorial Hospital

Guests:

Barney Beatty, Radio Systems Analyst, TDOH EMS Division

II. APPROVAL OF MINUTES

- The first meeting of the Region 3 RMCC Executive Committee was called to order at 2pm on February 26, 2009. The meeting was held at the Rib-N-Loin on Highway 153 in Hixson, TN, following the SEEMSDA meeting.
- No prior minutes for approval.

III. NEW BUSINESS

- **State Communications Update – Barney Beatty**
 - ✓ The 2009 – 2010 communications grant requests for all 8 RMCC's have been submitted with a total dollar amount of requests at \$726,000. These requests included funds for narrowband radios which are federally mandated by 2012.
 - ✓ In the Fall of 2008 after a FEMA personnel meeting, it was recognized that TN had some disparity between federal and state radios/communications equipment. This is problematic especially in light of a disaster. Solutions to this disparity include; spare UHF/VHG radios & voice over IP radios.

- ✓ Plans to purchase equipment for back-up RMCC's in case of disasters; tornados, ice storms, blizzards, etc. In time, all RMCC's will be linked together with consistent equipment and processes across the state.
- ✓ Mr. Beatty plans to ask Standards & Practice Committee to mandate consistencies across the state starting with DTMF radios.
- ✓ He proposes confirmation tones on hospital 340 radios so that when RMCC or EMS calls or encodes the hospital, a confirmation tone is heard to know the radio is working.
- ✓ A proposed call-down log would be kept by each RMCC. The process would require each RMCC to do a radio call-down on a regular basis; weekly or monthly. The responders are logged onto the radio call-down log. If no response, a second call-down is performed on that same day. If no response, the agency is contacted by phone. The RMCC's would provide the radio call-down logs to the State and offenders would be identified and contacted by EMS division.
- ✓ Future plans to request all EMS agencies of cities >250,000 people to have VHF radios in each unit.
- ✓ HAM radios have potential in remote areas like Sewanee/Grundy Co. EHS has HAM radios and operators. LF 3 has satellite cell phone which works well in remote areas.

- **QA/QI Process**

- ✓ Region 3 has ownership in the RMCC and will be able to make suggestions or report problems through the new website. The website will contain a link to QI/QA forms which can be completed and submitted. The complaint or suggestions will then be routed to the appropriate person to address and provide follow-up.
- ✓ Sean also plans to post articles or educational items on the website. The committee discussed the possibility of providing CEU's through the educational articles or items via the website. Nita with follow-up with Donna Tidwell and report back to the committee.
- ✓ Whitney Miller suggested a NIMS link for education and CEU's – Sean will ensure this link is on the website.

- **eNotify Update**

- ✓ See attached letter which was mailed out on November 16, 2008 re: the eNotify system. The system automatically notifies regional 911 centers of hospital emergency department advisories in the Chattanooga area. The system did have some "bugs" with area phone numbers; different area codes and not having to use "1" in north GA.
- ✓ Future scenarios where this system will be useful include; disasters, MCI's, drills & surveillance.
- ✓ Beth Jordan asked the committee if the 911 systems notify EMS supervisors of advisories within our area – impacts decisions made on scene by EMS personnel on stabilization, method of transport and destination.

- **MedComm Website**
 - ✓ The website is being updated by Sean Cloud. Once updates are complete, the changes will be verified and approved through MedComm management and leadership before notification is released. Changes include educational items and articles, links for CEU's and education, QA/QI forms, regional EMS activities, etc.
- **Bylaws**
 - ✓ Bylaws for Upper Cumberland RMCC were distributed to the committee. Nita Jernigan will forward bylaws from Region 2 and Region 6 to the committee for review. Recommendations are to be brought to the next meeting.

IV. FUTURE MEETING DATES/LOCATION

- **Next Meeting**
 - ✓ The next scheduled RMCC meeting will be held on April 23rd, 2009 at 1130 am est. in the POB dining room at Erlanger Health System. Lunch will be provided by Erlanger Trauma Services, TCTCH and LIFEFORCE.
 - Directions for the meeting are;
 - Enter the building (Main Hospital not Medical Mall) on the first floor of the parking garage.
 - Walk past the information desk and gift shop, turn left toward the Medical Mall.
 - Pass the flower shop and uniform shop. Turn left.
 - Walk past the "B" elevators and the dining room is in front of you. Signs will be posted.

V. OPEN DISCUSSION

- **Reports**
 - ✓ Committee discussed reports which should be presented for discussion at the RMCC meetings. Possible reports include MedComm statistics, divert hours, bypass hours, etc. Will discuss at next meeting.
 - ✓ Minutes from the RMCC Executive Committee meeting will be posted on the website and sent to all members by Beth Jordan.
 - ✓ The Executive Committee will have a meeting to review and discuss bylaws on Friday, April 3rd at the Chattanooga Choo-Choo Finley Lecture Hall. The meeting will start at 1pm but all members are encouraged to come early and participate in the SEEMSDA Conference.

Attachments:

Agenda

Chattanooga MedComm Notification Letter

Upper Cumberland Bylaws

Recorder: Beth Jordan